



Personnel Action Form

To: Personnel From: **Chief Reyna**
Department: **Police**

Date Submitted: **4/02/14**
Effective Date: **4/07/14**

Employee: **Rene Algara**

Position: **Police Officer**

-----New Hire-----
Type of Appointment Replaces Beginning Salary
Regular ☒ **Christopher "Joey" Long** Grade 28 Amount **16.71/ hr**

Title: **Police Officer**

Division: **Police Department**

-----PTO-----
130 hours accrued annually



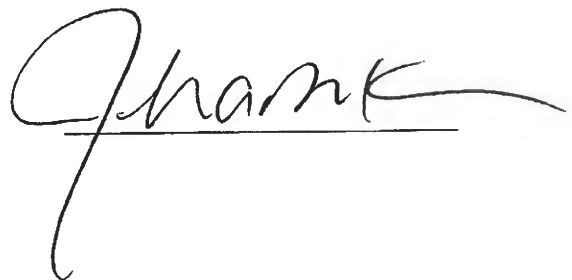
Remarks, Explanation, Justification (attach additional pages of necessary):

Effective April 7, 2014, Mr. Algara joins the City of Bisbee in the full time position of Police Officer and is eligible for all of the benefits associated with full time employment to include 130 hours of paid time off accrued annually. End of probation is October 7, 2014.

Approved by Department Head

Approved by Personnel

City Manager

ORIGINAL TO PERSONNEL

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Personnel Action Form

To: Personnel From: **Chief Reyna**
Department: **Police**

Date Submitted: **5/06/14**
Effective Date: **4/07/14**

Employee: **Rene Algara**

Position: **Police Officer 2070**

Correction

Remarks, Explanation, Justification (attach additional pages of necessary):

Effective April 7, 2014, Mr. Algara's pay rate will be \$16.92 per hour. His offer letter erroneously listed \$16.71. The job description starts at \$16.92.

Approved by Department Head

Approved by Personnel

City Manager

[Signature]

[Signature]

[Signature]

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Personnel Action Form

To: Personnel From: *Jestin Johnson* **Date Submitted: 07/02/2014**
Department: City Manager for the POLICE Department **Effective Date: 07/01/2014**

Employee: Algara, Rene Position: POLICE OFFICER Employee No. 2070

Increase for Cost of Living Allowance, 3%

Beginning hourly rate: \$16.92

New hourly rate: \$17.43

Remarks, Explanation, Justification (attach additional pages of necessary):

The Mayor and Council approved a 3% cost of living increase for all regular employees in the FY 14-15 budget on June 17, 2014, Resolution R-14-11.

Approved by Personnel

City Manager

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Personnel Action Form

To: Personnel From: **Chief Reyna**
Department: **Police**

Date Submitted: **11/21/14**
Effective Date: **11/07/14**

Employee: **Algara, Rene** Position: **POLICE OFFICER** Employee No. **2070**

Remarks, Explanation, Justification (attach additional pages of necessary):

Effective November 7, 2014, Mr. Algara successfully completed the required six (6) month trial period, associated with his employment with the City of Bisbee as full time Police Officer. Mr. Algara is now considered a regular employee in good standing.

Approved by Department Head

Approved by Personnel

City Manager

Suzanne R. Reyna

Cindy Moss

Justin D. Johnson

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Personnel Action Form

To: Personnel From: *Chief Albert Echave*
Department: POLICE Department

Date Submitted: *06/17/2015*
Effective Date: *06/17/2015*

Employee: *Rene Algara* Position: *Police Officer* Employee No. *2070*

Administrative Leave


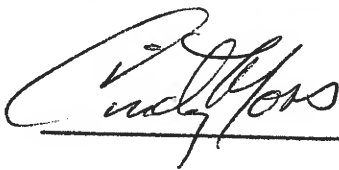
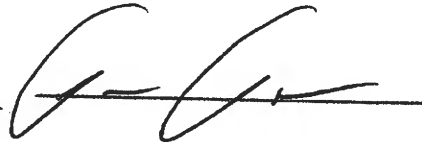
Remarks, Explanation, Justification (attach additional pages of necessary):

Pending further investigation into the vehicle pursuit with a minor on board in a police vehicle that occurred today that resulted in a motor vehicle accident, Officer Rene Algara is placed on Administrative Leave per the Personnel Rules and Regulations VI. Disciplinary Actions, Section 1. and Types of Disciplinary Actions in the Bisbee Police Department manual, 9.06.02 Investigation Relief from Duty.

Approved by Department Head

Approved by Personnel

City Manager

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Personnel Action Form

To: Personnel From: *Chief Albert Echave*

Date Submitted: *08/12/2015*

Department: City Manager for the POLICE Department

Effective Date: *08/12/2015*

Employee: Rene Algara Position: Officer POLICE

Employee No. 2070

----- Administrative Leave -----

Remarks, Explanation, Justification (attach additional pages of necessary):

The Cochise County Sheriff Department investigation into the 06/16/15 vehicle pursuit with a minor on board in a police vehicle found no criminal actions. However, Sgt. Long's internal investigation found policy was not adhered to. Officer Algara will come off administrative leave and return to duty on 8/14/15 after completing 16.0 hours of suspension without pay and will start a 90 day disciplinary probation.

Approved by Department Head

Approved by Personnel

City Manager

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Personnel Action Form

To: Personnel From: **Chief Albert Echave**
Department: **POLICE Department**

Date Submitted: **08/12/2015**
Effective Date: **08/12/2015**

Employee: **Rene Algara** Position: **Officer POLICE** Employee No. **2070**

----- Suspension -----

Remarks, Explanation, Justification (attach additional pages of necessary)

As of August 12, 2015 through August 13, 2015, Rene Algara is on suspension without pay for the total of 16.0 hours, per Personnel Rules and Regulations, VI. Disciplinary Actions, Section 1. D. Except for the loss of compensation, the employee shall continue to be designated as a City employee for purposes of employment benefits and insurance. Reasons for this disciplinary action are identified in the Written Notice of Disciplinary Action addressed to Mr. Algara. This notice was reviewed with Mr. Algara and signed by him.

Approved by Department Head

Approved by Personnel

City Manager

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Personnel Action Form

To: Personnel From: City Manager
Department: Police

Date Submitted: 02/18/2016
Effective Date: 02/19/2016

Employee: Algara, Rene
Employee No. 2070

Position: Police Officer

Separation

Resigned ☒ Employed From: April 17, 2014 Employed Through: February 19, 2016

Remarks, Explanation, Justification (attach additional pages of necessary):

Effective February 19, 2016, Mr. Algara resigns from the City of Bisbee. Mr. Algara leaves the city in good standing and is eligible for rehire.

Approved By:

Department Head

Personnel

City Manager

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